

**City of Marine City  
Planning Commission Meeting Minutes  
September 11, 2023**

A regular scheduled meeting of the Marine City Planning Commission was held on Monday, September 11, 2023 at 260 South Parker Street, and was called to order by Chairperson Moran at 6:00 pm.

The Pledge of Allegiance was led by Chairperson Moran.

**Present: Chairperson Joseph Moran; Commissioners Graham Allan, Madelyn McCarthy, Andrew Pakledinaz, William Klaassen, William Beutell; Deputy Clerk Michele Goodrich**

**Absent: City Manager Adkins**

Motion by Commissioner Allan, seconded by Commissioner Beutell, to excuse City Manager Adkins from the meeting. All Ayes. Motion Carried.

**Communications**

None.

**Approve Agenda**

Motion by Commissioner Moran, seconded by Commissioner Allan, to approve the agenda with the following changes: Move 9: New Business to 8, remove 9: B (1300 S. Parker Site Plan Discussion), and add Open Discussion at the end of the meeting. All Ayes. Motion Carried.

**Public Comment**

None.

**Approve Minutes**

Motion by City Commissioner Beutell, seconded by Commissioner Allan, to approve the July 10, 2023 meeting minutes. All Ayes. Motion Carried.

**New Business**

Trans US Truck Repair Facility Site Plan Review (Parcel #74-02-002-2000-101)

Commissioner Beutell questioned the requirement of additional “seals” on the prints. Architect for the project, Ben Tiseo, explained that the project required the seal of an Architect, Civil Engineer, and Mechanical and Plumbing Engineer.

Mr. Tiseo questioned the need of a new sidewalk across the front of the project site; Chairperson Moran informed Mr. Tiseo that all new construction in the City required sidewalks.

Mr. Tiseo questioned the need of a paved rear truck parking area as addressed in the BMJ Site Plan Review Letter, section G: Paving and Grading, Number 2. He advised that the trucks would be sitting for a couple of weeks, if not longer, and did not believe that asphalt was necessary. He confirmed that the visitor and employee parking area would be paved. Chairperson Moran stated his concern regarding dust and trucks carrying the gravel onto the road. Commissioner Allan questioned what material they were purposing to use; applicant responded that they would like to use crushed asphalt and that the crushed asphalt consisted of small pieces that would not stick in truck tires and that they could use a sealer to keep the dust down. Mr. Tiseo explained that the rear trucking area would receive limited use and that it was a major cost difference to pave that area.

Commissioner McCarthy questioned if the Commission could legally approve the site plan with the request to not pave the rear parking area. Chairperson Moran advised that they could, but it would set a precedent for future projects.

Commissioner Klaassen stated that the project was in an Industrial District and that asphalt was considered a dustless surface. Chairperson Moran reiterated that the ordinance requirement stated, “durable and dustless surface.” Commissioner Pakledinaz questioned if there was a metric for what was considered a durable and dustless surface. Mr. Tiseo responded that the engineers would be responsible for that determination. Commissioner McCarthy stated that the site plans showed gravel surfacing and questioned if BMJ was aware of the proposal to use crushed asphalt. Mr. Tiseo stated that they would like to use crushed limestone as a base and milled asphalt on top, with a sealant coating, if necessary.

Commissioner Klaassen disputed the use of BMJ as the City Engineer for the Site Plan Review process.

Motion by Commissioner Allan, seconded by Commissioner McCarthy, to approve the site plan subject to City Engineer review and approval of the rear parking area to consist of crushed limestone on base and milled asphalt on top, with a sealant coating, if necessary. All Ayes. Motion Carried.

#### October 9, 2023 Meeting

Chairperson Moran advised the Planning Commission meeting would still take place on Columbus Day, October 9, 2023. Commissioner McCarthy informed the Board that she would not be in attendance.

## **Unfinished Business**

### **Master Plan**

*Master Plan Project Status – Update dated 09/11/2023 was passed out to the Planning Commission prior to the meeting.*

Chairperson Moran informed the Board that he had had a meeting with City Manager Adkins and McKenna Representative, Brigitte Smith Wolf, to review the survey results that were received. He advised that the open house for the Master Plan would be on October 10 at the City Offices from 4:00pm – 8:00pm and that he would talk with the Community & Economic Development Board to help facilitate the event. He encouraged the Board to review the Master Plan project status handout prior to the next Planning Commission meeting. Chairperson Moran requested clarification if the prepared questions would be available online for those who could not attend the open house, in person.

## **Open Discussion**

Commissioner McCarthy stated that an apartment complex proposal was recently before the Zoning Board of Appeals and questioned the City Ordinance regarding a parking schedule for such projects. She advised that she had a copy of the Ordinance regarding the amount of parking spaces required however, the City Clerk had been unable to locate the copy she had referenced. She stated that if a parking schedule did not exist, that one needed to be created. Chairperson Moran stated that he believed one was created during the Nautical Mile discussions and he would look into it.

Commissioner McCarthy referenced the project at 1300 South Parker and stated her opinion that the current use of the facility was not approved at Planning Commission; she disputed that the original site plan reflected the storage of the number of trailers that were currently on site. She questioned if the storage of the trailers should have received Special Land Use approval.

Commissioner Allan spoke to the importance of businesses being open during the hours they advertise.

## **Adjournment**

Motion by Commissioner Beutell, seconded by Commissioner Allan, to adjourn at 7:00 pm. All Ayes. Motion Carried.

Respectfully submitted,

Michele E. Goodrich  
Deputy Clerk

Jason Bell  
Interim City Clerk